

## EDUCATIONAL ADMINISTRATION

### Course Contents

**SBE5901 SPECIALIZATION FIELD COURSE** The aim of this course is to introduce the scientific knowledge, skills and experiences of the faculty member, to gain the ability of scientific ethics and work discipline to follow and evaluate the current literature and to establish and conduct the scientific basis of the thesis studies.

**SBE5902 SPECIALIZATION FIELD COURSE** The aim of this course is to introduce the scientific knowledge, skills and experiences of the faculty member, to gain the ability of scientific ethics and work discipline to follow and evaluate the current literature and to establish and conduct the scientific basis of the thesis studies.

**SBE5903 CONSULTANCY:** Thesis is the application course that the consultant will open with the master's degree and thesis study.

**EYD6805 THESIS:** In this course, the student is required to form the thesis content, to conduct research, to analyze and synthesize the findings, to write his thesis and to present it within the framework of academic rules. For this purpose, the principles of writing the thesis, the principles of writing the academic works will be discussed and implemented.

**EYD5802 SEMINAR:** Providing the students in the classroom by doing studies related to the field they intend to do research.

**EYD5801 SCIENTIFIC RESEARCH METHODS AND ETHICS:** Graduate students will be introduced to the basic concepts of scientific research methods and they will be able to experience the process of preparing a scientific research proposal. Applying their studies with appropriate research methods and techniques, aims to present the findings and results obtained with statistical data as a written report in accordance with the rules of scientific writing and ethical rules.

**EYD5803 MANAGEMENT THEORIES AND EDUCATIONAL MANAGEMENT:** Theoretical analysis of managerial operation and decision making, planning, organizing, communication, coordination, influence, motivation, staffing, budgeting, evaluation and so on. processes will be examined. The general aim of this course, the historical development of management science, the main concepts, management theories, the application of management science to educational organizations, management processes and functions, as well as school management, the role of school administrators, duties, authorities and responsibilities, school culture, climate and health, school personnel services in school management, student services in school management, services related to teaching in school management, services related to education in school management and school operation will be examined.

**EYD5804 LEADERSHIP IN EDUCATIONAL MANAGEMENT:** Definition of leadership, leadership in social psychology, leadership myths, leadership theories, new leadership approaches, leadership in education and school management, specific aspects of school leadership, school supervisor, leadership roles of managers and teachers, leadership styles, leadership and democracy, information society and leadership issues content of the course.

**EYD5805 SCHOOL MANAGEMENT AND PROCESSES:** What is management, organization, system, process? System features of the school, the structure and operation of the school, the functioning of school management processes. Duties of school administrators. Management of resources in education, physical structure and organization of school, education and training services, student services, employment services, general services, education budget, personnel development services, employee motivation, conflict management, meeting management, quality improvement, process management. Process concept: basic features of process, elements of process, classification and hierarchy of processes; process system at school.

**EYD5806 NEW APPROACHES IN SUPERVISION:** Reflection of system approaches on education management; globalization and education management; total quality management understanding in education; schools learning; change in educational organizations, new paradigms in education management, effects of scientific and social changes on education management.

**EYD5807 NEW APPROACHES IN SUPERVISION:** Supervisory-related terms and concepts, developing the professional competence of the teacher, management theories and the control of the audit, expectations from the control sub-system in our age, supervisory behavior variables, the educational platform of the supervisor, new audit practices: instructional control, clinical supervision and peer consultation, supervision with colleagues, audit directed to the core, research-based audit, co-operative audit, informal audit, management-minded audit, developmental control, task-oriented audit, dynamic audit, supporting audit, audit as auditory audit, reflective audit, competence-based supervision and supervision as a metaphor of ancient Greek mythology development, applications for audit approaches.

**EYD5808 QUALITY STANDARDS AND PERFORMANCE MANAGEMENT IN EDUCATION:** Quality management, performance management, human resources in education, quality standards in education. The main success factors of performance management are: Leadership, full participation, process management, documentation, systematic improvement, stakeholder satisfaction. Quality standards in education and performance management model standard areas. Evaluation, self-assessment, performance evaluation, improvement.

**EYD5809 EUROPEAN union EDUCATIONAL POLICIES AND STRUCTURAL CHANGES IN TURKISH EDUCATION SYSTEM:** Turkey-EU relations and accession process (Copenhagen criteria and accession partnership, the EU in Turkey development plan, Turkey training in the EU progress report, Turkey training in national programs), joint training approach of the EU countries, the principles and objectives of the EU countries and Turkey in

population, educational level, employment , financing and spending on education, compliance training in packaging laws enacted in Turkey. The principles in the conduct of negotiations, evaluation of the legislative works related to structural change in the education foreseen in the national program (organization structure, manager selection, cultivation, supervision system, auditor selection and training, teacher training, etc.).

**EYD5810 EDUCATIONAL PLANNING AND ECONOMY:** Basic concepts of education planning and economics, effects of education on economic and social development, education and economic growth, productivity, cost-effectiveness analysis, methods of educational planning, theories of educational economics, cost and expenditures in education, education financing and development, demographic of education planning aspects of management education planning in Turkey.

**EYD5811 ORGANIZATIONAL BEHAVIOR:** Organizational behavior science and development, elements and formation of organizational behavior, organization and employee, personality and role structure, role behavior, leadership, power and conflict management, job satisfaction, working teams, motivation.

**EYD5812 MANAGEMENT AND SUPERVISION PROBLEMS IN TURKISH EDUCATION SYSTEM:** The aim, structure and functioning of the Turkish education system, the levels of the Turkish education system, the Turkish education system: Quality-quality problems and their solutions, The problem of teacher training and its solution, The problem of the problem of manager training, The problem of bureaucracy and its solution, The problem of the education program and its solution, The problem of politicalization and its analysis, The problems and analysis of organizational structure, The problems and the analysis of management, The problems and analysis of control, The problems and analysis of financing, Specialization problems and their analysis, Problem of violence in schools

**EYD5813 ORGANIZATIONAL EFFECTIVENESS AND SCHOOL DEVELOPMENT:** The course aims to develop knowledge and skills about national and international school development approaches. In this course, organizational effectiveness, effective school and theoretical foundations, school development, self-directed school, school-based management, quality school and self-renewing school, measuring effectiveness in school and effective school research models, school culture, teacher leadership, professional development communities, effective school the organization and management of school effectiveness research topics are discussed in Turkey.

**EYD5814 SUPERVISION AND INVESTIGATION IN EDUCATION:** The importance of the definition of Supervision and functions, development of supervision in the historical process in Turkey, the structure of the Ministry and primary education inspectorate, functioning and legal basis, the duties and functions of inspectors, inspection types, corporate audit and processes, course control and processes, the control of the Turkish national education system stages, inspection and guidance forms, preparation of guidance and supervision reports, examples of supervision practices. Definition of investigation, purpose, types, stages, preparation of investigation report, investigation and investigation examples.

**EYD5815 MOTIVATION IN EDUCATIONAL MANAGEMENT AND SUPERVISION:** Motivation, impulse, motivation concepts, theories of motivation. The concept of organizational motivation, motivation systems, motivation in education management, motivation in education supervision, motivation methods, reward and motivation, management's respect for human nature, motivation of behavior in management theories.

**EYD5816 ETHICS IN EDUCATIONAL MANAGEMENT AND SUPERVISION:** The concept of ethics, the development of ethical principles and ethical systems, the concept and characteristics of the profession, the concept and functions of professional ethics, the code of ethics, the rules, standard and other concepts, organizational ethics, ethic principles in various occupations, ethics of education and teaching, ethics of behavior ethical decision-making, teaching ethics, teacher rights, education manager and ethics, ethics in auditing, education inspectors and ethics, ethical rights and responsibilities of students, ethical rights and responsibilities of parents, social responsibilities of schools, ethical approach to problems in the field of education and education management , ethics education, case studies and practices in education and supervision.

**EYD5817 ORGANIZATION CLIMATE AND CULTURE:** Definition and types of organizational climate, factors of organizational climate, effects of organizational climate on performance and efficiency, definition and elements of organizational culture, importance of organizational culture, differences between organizational culture climate, organizational culture and organizational effectiveness, organizational culture employee, job satisfaction-organizational climate The relationship between culture and culture.

**EYD5818 QUALITATIVE RESEARCH METHODS:** General characteristics of qualitative research; comparison of qualitative and quantitative research; ethical principles in qualitative research; data collection techniques in qualitative research, qualitative research designs, analysis in qualitative research, research proposal; research report; qualitative research, use of computer package programs, qualitative research in education management; analysis of qualitative research reports and articles.

**EYD5819 SUPERVISION AND INSTRUCTIONAL LEADERSHIP:** Supervision for Schools, Traditional Schools, Contemporary Schools, Adult and Teacher Development in the Context of School, Beliefs about Education, Reflections on Teaching and Supervision, Control Behavioral Continuity, Routing Information Behaviors, Cooperative Behaviors, Non-Routine Behaviors, Developmental Control. Technical Skills: Assessment and Planning Skills, Observation Skills, Evaluation Skills. Technical Skills of Supervision: Direct Assistance to Teachers, Group Development, Professional Development, Curriculum Development, Action Research. Cultural Tasks of Supervision: Facilitating Change, Diversity, Community Creation.

**EYD5820 HUMOR IN EDUCATIONAL INSTITUTIONS:** Humor, Humor and Laughter Relationship, Humor Perspectives, Humor Sense, Types of Humor, Theories of Humor, Humor Styles, Humor Climate in Organizations. Humor Use in Organizations: Humor management, constructive and destructive consequences of using humor in organizations. Humor in the classroom: The benefits of humor, the harms of humor, the use of humor in the classroom.

**EYD5821 EDUCATIONAL LAW:** State of law, Administrative judicial institutions, Basic principles affecting our management, Resources of administrative law and law, Public personnel, General explanations about investigation, Investigation and Investigation issues, Assignments in investigations, Ways of investigation, Judicial investigation and execution, Fezleke preparation, Administrative investigation and conducting an investigation report, writing a review and review report,

**EYD5822 ORGANIZATIONAL COMMUNICATION:** The concepts of organization and communication, the scope of organizational communication, the elements of organizational communication and the process of communication, organizational communication and management processes, communication barriers, communication skills.

**EYD5823 INNOVATION MOVEMENTS IN EDUCATION:** Origins of modern development thinking, education and development, economic development and employment in education, modernization in education and quality of life, factors affecting innovation, population, literacy, duration of compulsory education, problems of vocational education, problems of higher education, education in European Union process, lifelong education Strategies for innovation movements in the field of education.

**EYD5824 QUANTITATIVE RESEARCH METHOD AND APPLICATIONS:** Research and data analysis, (quantitative / qualitative variable, continuous / discontinuous variable, dependent / independent variable), data description, descriptive statistics, normality analysis, creating a questionnaire, data file creation in SPSS program, selection of appropriate statistical technique for data analysis, education basic statistical techniques required for their research, factor analysis, reliability analysis, comparison of mean scores in unrelated measurements (t test, single factor variance analysis), non-parametric tests (Mann Whitney U, Kruskal Wallis H, Kay Square Test) correlation, simple linear regression and multiple linear regression. SPSS applications.

**EYD5825 LEARNING PROCESSES:** Properties of human development, basic concepts related to learning, basic concept-principle-learning classification, principles of learning, current and effective learning methods and techniques, learning theories and approaches, student and teacher characteristics, learning strategies and styles, reflective and topics such as critical learning will be examined.

**EYD5826 MANAGEMENT OF EDUCATIONAL PROGRAMS:** Basic concepts in program development and program evaluation; models of program evaluation, evaluation of educational programs, types of data used in program evaluation; research methods used in program evaluation, data collection tools used in program evaluation, validity and reliability of data collection tools; analysis and interpretation of the obtained data, program development and evaluation process.

**EYD5827 EDUCATION POLICIES AND APPLICATIONS:** Critical examination of the Turkish educational system. Social-economic conditions and requirements affecting school

and adult education related practices. School organization, management, curriculums and student services.

**EYD5828 CRITICAL PEDAGOGY:** Critical Pedagogy School, its effects and important names of this school, Paulo Freire and its pedagogy, critical linguistics based on critical tradition, feminism, anti-racism, multiculturalism, post-structuralist and post-modern theories and the reflections of the program, critical pedagogy principles and important representatives, critical pedagogy applications will be examined.

**EYD5829 HIGHER EDUCATION MANAGEMENT:** In this course, the history of higher education; types of organizations; theories of organizational behavior; organizational culture and climate; organizational images; organizational context: symbols and ceremonies; organizational structure; organizational functions and roles; corporate governance; management processes: governance and decision making; accountability; trends in the world of higher education; leadership; power and policies; organizational environment and its effects; Elements of socio-technical system: structure, objectives, tasks, individuals, participants, social actors and technology; management skills; quality assurance strategies; management of human resources; corporate organizations; issues such as organizational change will be discussed.

**EYD5830 CONFLICT MANAGEMENT IN EDUCATIONAL ORGANIZATIONS:** Concept of Conflict, Approaches to Conflict, Conflict Sources in Educational Organizations, Conflict Amount and Relationship with Education Efficiency, Types of Conflict, Positive and Negative Consequences of Conflict in Educational Organizations, Conflict Management, Conflict Management Strategies and Applicability in Educational Organizations.

**EYD5831 CHANGE MANAGEMENT IN EDUCATIONAL ORGANIZATIONS:** Concepts of Change, Social Change and Organizational Change, Internal and External Factors Affecting Organizational Change, Basic Elements of Organizational Change, Organizational Change Process, Organizational Change Strategies, Specific Aspects of Educational Organizations and Application of Organizational Change to Educational Organizations Role of Stakeholders in Organizational Change, Organizational Culture, Organization Climate and Change Process.